

RECORD CHECK AUTHORIZATION FOR CHILD CARE PROGRAM

Print the name of the Child Care program exactly as it appears on the License Certificate:

(Certificate Number) (Name of the program on the License Certificate)

(Town of Program) (Program Telephone #) ____/____/____
(Employment Start Date)

Circle all positions held:

Director	Licensee/Owner	Teacher	Teacher Associate
Assistant	Trainee	Aide	Substitute
Business Manager	AS Program Administrator	AS Program Staff	AS Activity Specialist
Non-Parent Volunteer	Auxiliary Staff	Partner Staff	Family Child Care Provider
Household Member		Household Member/Care Provider	
AS Youth Volunteer/Leader in Training		Other (please list) _____	

Print: _____
(Last Name) (First Name) (Middle Name)

Print maiden name and all other names used: _____

Social Security #: _____ Date of Birth: ____/____/____ Age: ____
(Optional)

Place of Birth: _____
(Town) (State) ☐ Male ☐ Female

Have you been employed in child care in the state of Vermont within the past 180 days? ☐ Yes ☐ No

If yes, where? _____ Date left: ____/____/____

Personal Contact Number: _____ All States lived in the last 5 years: _____

Mailing Address: _____
(Street, Road, or PO Box) (City/Town) (State) (Zip code)

Email: _____

Have you ever been convicted or found by a court to have committed a felony, a fraud, a crime of violence or unlawful sexual activity and/or had abuse or neglect substantiated against you? ☐ Yes ☐ No

If YES, give conviction description: (attach additional sheets as needed) _____

I authorize the Department for Children and Families to perform an investigation, and examine records including, but not limited to, the abuse and neglect records maintained by the Department for Children and Families and the Adult Abuse Registry, and criminal records maintained by the Vermont Crime Information Center. Furthermore, I understand that I have the right to appeal the accuracy of any information obtained from the Vermont Crime Information Center by writing to: Vermont Crime Information Center, Department of Public Safety, 45 State Drive, Waterbury, VT 05671-1300

Signature: _____ **Date:** _____

Keep a copy for your record.

Child Development Division
NOB 1 North - 280 State Drive
Waterbury, Vermont 05671-1040

